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**CLEMSON UNIVERSITY
CLASSIFIED STAFF SENATE
Tuesday, August 13, 2002, 10:00 AM
Student Senate Chambers**

AGENDA

1. **Approval of Minutes**
2. **Guest Speaker**, James F. Barker, President Clemson University
3. **Open Commentary**
4. **Announcements from the President**: Dexter Hawkins, President, and Phil Landreth, Vice-President
 - A. **Academic Council**: Phil Landreth stated the Council would not meet until August.
 - B. **Administrative Council**: Council members considered the following items: (1) Angie Leidinger, Exec. Director of Governmental Affairs, and Jim Fields presented information about a governmental affairs strategic plan. They proposed a rethinking of Clemson's philosophy regarding governmental affairs that would be incorporated throughout the university. Ms. Leidinger highlighted four main focus areas of the plan (A) Establishing Priorities, (B) Coordination of Governmental Affairs and Public Relations, (C) Development of an Advocacy Plan, and (D) Implementation of Statewide and Federal Lobbying efforts. The plan will be presented to the Board of Trustees at the July Retreat. (2) Debbie Jackson, Institutional Effectiveness and Assessment, presented a draft accountability report summarizing progress related to the US News indicators, issues critical to academic reputation and the 27 university goals. The report will also be presented at the Board of Trustees Retreat. (3) Verna Howell, Assoc. VP University Housing, Fire Chief Bill Daniel and Fire Marshal Donnie Brewer presented information on Clemson University Facilities Safety Systems. Mrs. Howell stated that all residence halls meet the code requirements under which they were constructed. Smith, Barnett, and Mauldin Halls are the only residence halls not having sprinkler systems. Chief Daniels explained that escape routes from these buildings are supplied from the ground by fire department ladders. High-rise facilities must have sprinkler systems to protect stairways as a source of egress and to control smoke. The university is required to have smoke detectors in place with batteries. Batteries are replaced twice each year but students are able to remove the batteries making the student liable for the resulting damage or injury. Fire Marshal Brewer stated that the biggest safety concern involves inadvertent and intentional tampering with sprinkler heads (i.e., clothes hangers on a sprinkler head or chin-ups) resulting in the activation of the sprinkler system and property damage. (4) President Barker reported to Cabinet members that he had met with Classified Staff Senate President Dexter Hawkins to discuss staff morale. Mr. Hawkins conveyed the message that staff is

worried about increases in insurance premiums and parking fees during a year when there are no cost of living raises. Almeda Jacks advised that there is no parking increase for employees making \$30,000/year or less.

- C. **Board of Trustees:** Dexter Hawkins reports the Board will hold its annual retreat July 26 & 27 in Charleston. Due to the Board's full agenda, reports from the Classified Staff Senate, Faculty Senate and Student Government representatives will not be included.
- D. **Governmental Affairs:** No report was given.
- E. **President's Cabinet:** Dexter Hawkins reports Cabinet members heard Dr. Eleanor Nault's presentation on General Education. Dr. Nault's preliminary information included the reasons Clemson has a general education curriculum, a comparison of general education requirements established by Clemson University and the Southern Association of Colleges and Schools, and an explanation of the national C-Base exam, which Clemson uses to assess performance in general education areas. After reviewing the comparisons, the Cabinet members expressed concern about the decline in writing and reading skills, especially in light of the higher SAT scores of entering students. Provost Helms noted that this trend is national, and her goal is to have Clemson students outperform the national average on general education skills. Marvin Carmichael, Financial Aid, reported an increase in the number of complaints from out-of-state students since tuition went up. It was suggested that Clemson University might have reached a cap on tuition for out-of-state students, and might begin to see a decrease in the retention of these students. Mr. Carmichael also mentioned that six National Scholars and ten finalists have committed to attending Clemson. Lawrence Nichols, Chief Human Resource Officer, reported that Human Resources is planning a campaign to encourage new employees to attend orientation. Attendance is not mandatory, but it is important because new retirement options must be selected within the first 15 days of employment. He also reported that his office is working with the Classified Staff Senate leadership to develop a staff ombudsman position. Kinly Sturkie, President Faculty Senate, informed the Cabinet that on March 12, 2002, the Faculty Senate passed a resolution opposing scheduling of sporting events on weeknights citing the disruption of classes as their concern. Almeda Jacks, VP Student Affairs, stated the Fike renovation is reported to be slightly ahead of schedule for opening by this time next year. She announced that Joy Smith, Assoc. VP Student Affairs, has been awarded the John Koldus award for her outstanding contributions to student affairs. Mrs. Jacks also shared highlights from William Bennett's book *Choosing the Right College*. The book contains a chapter on Clemson University. Debbie Jackson, Institutional Effectiveness, notified the Cabinet members that they are three weeks away from submitting the final SACS report. President Barker now serves on the SACS Commission on Colleges.

F. **Other:**

- 1. **Human Resources,** Lawrence Nichols
- 2. **Parking & Transportation Task Force,** Dexter Hawkins

5. **Treasurer's Report:** Cindy Long

6. **Committee Reports**

A. **Standing Committees:**

- 1. **Communications,** Barbara Bergman reports the Communications Committee submitted articles to Kathy Hensen for the August newsletter. A few extra articles will be held over until the October newsletter. The committee is reviewing and updating the Classified Staff Senate brochure and the CSS Scholarship brochure to be completed in time for the October 2002 Benefits Fair.
- 2. **Membership:** Julia McBride
- 3. **Policy and Welfare:** Roxanne Bernard
- 4. **Scholarship:** Larry Addis
- 5. **Activities:** Lynn Boiter/Gary Pye

B. Ad Hoc Committee for Evaluation & Performance, Jerry Beckley**C. University Committees**

1. **Accident Review Board:** Gary Pye reports the committee will meet September 19.
2. **Athletic Council:** Brian Becknell
3. **Bookstore Advisory:** On hiatus.
4. **CATS:** Robbie Nicholson reports the committee will meet Wednesday, August 14.
5. **President's Commission on the Status of Black Faculty & Staff:** On hiatus.
6. **Council on Community & Diversity:** On hiatus.
7. **Budget Accountability:** Dexter Hawkins
8. **Human Resources Advisory:** Emma Knight
9. **Joint City/University:** Robin Page
10. **Library Advisory:** On hiatus.
11. **Parking Advisory:** Dan Schiemdt
12. **President's Commission on the Status of Women:** No report at this time.
13. **Recreation Advisory:** Steve Perry
14. **SACS Committee on Physical Resources:** Dexter Hawkins reports they expect the final report to be complete soon.
15. **Substance Abuse Advisory Committee:** On hiatus.
16. **South Carolina State Employees Association:** Angee Pearson will serve as the Chair of the local SCSEA chapter. The group's next meeting is scheduled for Thursday, September 12.

7. Unfinished Business

- A. **Staff Ombuds**
- B. **Board of Trustees Staff Award of Excellence**

8. New Business

- A. **Personal Days for Employees in Temporary Grant Funded Positions**
- B. **Prioritizing Classified Staff Issues**

9. Announcements

- A. **Move-In Day**, Saturday, August 17: Sign-up deadline for a team is Thursday, August 15.
- B. **Kick-Off Clemson**, Monday, August 19, 4:30 PM President's home front lawn. RSVP to Melissa Whitfield at 656-0502 or whitfie@clemson.edu by August 12.
- C. **Fall Convocation**, Tuesday, August 20, 9:00 AM Brooks Center. All staff are encouraged to attend.

10. Adjournment

NEXT MEETING: Tuesday, September 10, 2002, 10:00 AM, Student Senate Chambers



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